

**Austin Area Comprehensive HIV Planning Council
Executive Committee Meeting Minutes
March 7, 2017**

MEMBERS PRESENT

Justin Smith, AACHPC Chair
L.J. Smith, AACHPC Vice-Chair
Glenn Crawford, Secretary

MEMBERS ABSENT

None

AACHPC STAFF PRESENT

Crystal Flores, Program Manager Laura Still, Planner Dwight Scales, Admin

ADMINISTRATIVE AGENT STAFF PRESENT

None

OTHERS PRESENT

Barry C Waller

I. Call to Order: AACHPC Chair, Justin Smith at 6:01pm

II. Certification of Quorum: Quorum was established and certified by Chair, Justin Smith

III. Introductions/Announcements: None

IV. Approval of February 7th, 2017 Minutes: *Chair, Justin Smith motioned the minutes to be Approved as submitted*

V. Potential Planning Council Membership Interview:

The Executive Committee interviewed potential Planning Council member Mar Barry Waller. The Committee voted to recommend Barry Waller to the AACHPC.

Voted: 3 to 0 Motion Carried

The potential member will be reviewed and voted on at the Planning Council full Business meeting on March 28th, 2017.

VI. Review of AACHPC and Committee Attendance:

- The Chair, Justin Smith expressed concerns about the Planning Council being below HRSA requirements and discussed strategies to recruiting new members as well as consumers to reflect our HRSA requirements and bring more diversity. The council also reviewed current attendance. Chair, Justin Smith noted we officially have 8 Planning Council members with (2) membership pending.

VII. Sub-Committee Agendas:

VIII. HIV Planning Council Staff Report :

- Updated recruitment materials
- Ongoing Planning Council Trainings/Presentation
- Assessment of the Administrative Mechanism Timeline

IX. Meeting Adjourned at 7:20 pm

NEXT SCHEDULED MEETING

**City Hall 301 W 2nd St, Austin, TX 78701 Room 2003
Tuesday, March 7th, 2017 6:00 P.M.**